

8/11/15

DRAFT - Deployment Information for Support to Region 6 – Gold King Mine Spill, Farmington, NM

Current Position Needs:

- Community Involvement – door to door and community meetings
 - Required – EPA 24-hour Health and Safety and current refresher
 - Required – Supervisor approval for 2-week deployment as document in email to Brian Mitchell or Scott Hayes
 - Desired – interpersonal skills working with the private citizens and perhaps local officials
 - Desired – RSC membership and/or ICS 100/200
- Drinking water well sampling oversight – lead/oversee a crew of contractors collecting drinking water samples from mostly private drinking water wells
 - Required – 40-hour Hazwoper and current refresher
 - Required – current medical monitoring or screening
 - Required – Supervisor approval for 2-week deployment as document in email to Brian Mitchell, Scott Hayes, Ken Buchholz, or Dave Williams
 - Desired - Training and or experience in collection of well water samples and sample handling procedures. Communicating with well owners
 - Desired – RSC membership and/or ICS 100/200

Once you are selected for a tour of duty:

Travel:

- TA - You should submit a TA request through your supervisor for the dates confirmed by RSC Coordinator – Brian Mitchell
- The TA will route to R7 Travel staff (Michelle Miller, lead) and Superfund Finance (Debbie Bishop or Teri Hankins) for funding codes
- R7 Travel will make your hotel, rental car, and flight reservations based on your travel dates and assignments in coordination with the RSC Coordinator
- If your assignment changes at any point and you need to move - make sure and get government lodging rates. If you need assistance with travel changes and it isn't provided by the ICS organization at the scene contact Michelle Miller or Brian Mitchell
- Make sure your supervisor has an emergency contact and/or voluntarily provide that information to Brian Mitchell - Please complete and return the attached excel spreadsheet to Brian Mitchell before leaving.
- Flights are likely into Albuquerque NM. Get rental car. Drive up to Farmington, NM.
- Arrival in New Mexico –
 - currently there is no Command Post –
 - Contact the Region 6 OSC Jon Rinehart - 214.789.1713.
 - or for Water Sampling teams – Angela Restivo - 214.316.2129
 - Make sure you get Health & Safety instructions and read the HASP, direct any H&S questions or issues to the Safety Officer in the ICS structure. IF AT ANY TIME you feel you are in an unsafe situation and not getting the support you feel you need, contact Roy Krueger, your supervisor, Scott Hayes, Ken Buchholz, Dave Williams or Brian Mitchell
 - until otherwise instructed by the ICS organization, it is recommended you set up a separate folder in your email and an e-file on your laptop if you need to generate any site-related correspondence or documents – this will make lit holds and foia's simpler in the future
- Return to KC –

- make sure your field supervisor has approved and is aware of your departure from the scene – Check out if a Command Post is established
- let Superfund and your supervisor (Mitchell, Hayes, Williams or Buchholz) know of your return plans as well, especially if they change)
- Leave any hard copy site-related documents with the ICS organization at check out
- Check in checked out equipment to Debbie Bishop
- Complete TCT certification and OT certification forms (from Brian Mitchell) and return to Scott Hayes, Ken Buchholz, or Dave Williams for Superfund approval and processing

Equipment:

- EPA credentials and/or CAC card ID
- EPA laptop
- EPA cell phone – contact Debbie Bishop if you need a check out and ensure Brian Mitchell has your #
- EPA ID clothing will be issued if you don't already have any and if it is available – see Brian Mitchell. Take what seasonally appropriate EPA ID clothing you do have
- Take logbook/notepad and pens/pencils
- Other recommended, but not required
 - EPA Camera, if you have one – or you may check one out from Debbie Bishop
 - EPA mifi, if you have one – these will not be issued by Region 7
 - Raingear - will not be issued or purchased for you by Region 7
 - Steel-toed boots are recommended for sampling positions
 - Community involvement personnel require no special personal gear
- PPE such as gloves for sampling, will be provided as necessary in the field.
- If there any small purchases necessary such as sunscreen, stress drinks, etc – you will need to get approval through Superfund at this point.

Overtime:

- See the attached Pocket Guide for guidance
- Community Involvement positions – currently these positions are working 8 hour days including weekend days, so 16 hours of OT are possible but not assured
- Sampling positions – currently these positions are working up to 12 hour days, so up to 44 hours of OT are possible
- Your day will start and end at your base of operations as determined by the field supervisor, so Travel Comp Time while working is not authorized unless there are special circumstances as approved
- Superfund (Hayes/Buchholz/Williams and Bishop/Hankins) will prepare and process OT requests for you. Copies of the approvals will be provided to you and your supervisor or timekeeper as they are completed
- Charge your time to the Superfund Account Code that will be loaded into your People Plus

Contacts:

Scott Hayes – 913-645-3217, Superfund ER
 Ken Buchholz – 816-718-4275, Superfund ER
 Dave Williams – 816-718-4272, Superfund ER
 Brian Mitchell – 913-551-7633, RSC Coordinator
 Michelle Miller – 913-551-7086, R7 Travel lead

Roy Krueger – Health & Safety, 913-551-7296
24-hour EPA Duty officer—913-281-0991